

**HIGHLANDS RECREATION DISTRICT BOARD MEETING**  
**Tuesday, December 13, 2016**

Attendants:

BOARD-

Pam Merkadeau (PM) (left at 7:45pm)  
Sterling Sakai (SS)  
Eric Olbekson (EO)  
Hal Carroll (HC)  
Michelle McNeil (MM) (arrived at 7:08pm)

STAFF-

Brigitte Shearer  
Portor Goltz, Counsel  
Mike Koenig  
Rebecca Hitchcock

**CALL TO ORDER**

The meeting was called to order at 7:03PM by Board Member PM

**REVIEW AND APPROVAL OF THE MINUTES**

Board Member EO made a motion, SS second, to approve the minutes of the November 15 Board meeting. The votes were as follows: EO: yes SS: yes MM: absent PM:yes HC:abstain

**INTRODUCTION OF GUESTS**

Liesje Nicolas, HCA President  
David Newhouse  
Tom Switzer  
Kimberly Macmillan  
Chase Macmillan  
Gene McKenna  
Alex Switzer (arrived at 7:25pm)  
Karin Sipes (arrived at 7:25pm)

**COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE**

Guests spoke about the desire for legal access to activities in the open space surrounding the Highlands. Guests indicated that residents would volunteer to build and maintain trails. Mr. Newhouse expressed concern about the 'party spot' on Chamberlain land.

**FOR THE GOOD OF THE ORDER: New Business**

B. Discussion re: Conservation Easement/ Chamberlain Open Space: Board Members expressed thanks to guests for their input. Board Members clarified current status of conservation easement and factors to be considered in determining the future status of the easement, i.e., once construction of homes has been completed.

## **MANAGER'S REPORT**

### **A. Programming –**

- a. Pool – See staff report.
- b. EEC – See staff report.
- c. ASP – See staff report.
- d. Seasonal Programs/ Events – see staff report.

### **B. Facilities & Grounds –**

- a. 3 diseased/ dead trees have been removed and replaced with redwood trees. Other tree trimming also occurred around the facility
- b. Maintenance is working hard to keep all drains open/ clear during the rains
- c. The Maintenance Shed has been cleaned and organized
- d. 3 2-crew days occurred in the open space, 2 more are currently scheduled
- e. The building fumigation will occur in January. A letter is going out to ASP/ EEC patrons tomorrow
- f. The Geotech report findings were summarized

### **C. Administration –**

- a. Board elections will occur at the January meeting
- b. The Closed session is rescheduled for January 10at at 6:30pm; Regular meeting will begin at 7:15pm
- c. The Rec has a new website homepage.

## **COMMITTEE REPORTS**

None

## **FINANCIAL REPORT**

The YTD financials were discussed. The Rec is at 42% of the budget.

## **UNFINISHED BUSINESS**

- A. Discussion/ Motion to approve refunding of COP: Staff provided an update on the market conditions and the HRD's options for proceeding with refunding. After discussion, Board member HC (EO second) made a motion to obtain quotes and prepare documents to also allow for possible private refunding option (in addition to public option approved at prior meeting). The votes were as follows: EO: yes SS: yes MM: yes PM:absent HC:yes
- B. Discussion regarding Q4 strategy session: The Board confirmed the Strategy session would occur on Saturday January 28 from 9am to 1pm. Location tbd.

## **NEW BUSINESS**

- A. Discussion/ Action item: Board Member EO made a motion to approve Resolution 2016-02 Determining the Appropriations Limit Calculation for 2016-2017 (with corrections on page 3) (HC second) The votes were as follows: EO: yes SS: yes MM: yes PM:yes HC:yes

- B. Discussion re: Conservation easement/ Chamberlain Open Space – moved to earlier in the meeting for the good of the order.
- C. Discussion/ Action item: Board Member EO made a motion to reschedule to the February Board meeting from February 14 to February 15, SS second,. The votes were as follows: EO: yes SS: yes MM: yes PM:absent HC:yes
- D. UPCOMING MEETINGS: JANUARY 10 (6:30 closed session); FEBRUARY 15

### **PAYMENT OF THE BILLS**

Bills were passed for the Board's review and signatures. Board Member EO made a motion, HC second, to pay the bills. The votes were as follows: EO: yes SS: yes MM: yes PM:absent HC:yes

### **ADJOURNMENT**

Board Member EO made a motion to adjourn the meeting ( HC second) The motion passed unanimously. The meeting adjourned at 8:16pm

Respectfully submitted,  
Brigitte Shearer  
Board Secretary